



United States Department of the Interior



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April 17, 2013

Instruction Memorandum No. AK-2013-012
Expires: 09/30/2014

To: All Employees
From: State Director
Subject: BLM-Alaska Policy Regarding Electronic Transmission of Notices of Appeal
Program Area: All Programs

Purpose: To provide uniform statewide guidance regarding acceptability of faxed and emailed notices of appeal from administrative decisions.

Policy/Action: Appeals from administrative decisions issued by BLM-Alaska must be filed in writing in the office of the deciding official, either by mail or hand delivery. Notices of appeal transmitted by electronic means, such as facsimile or email, will not be accepted as timely filed. Language to this effect is to be included in all decisions issued by BLM-Alaska.

Timeframe: Effective Immediately.

Budget Impact: Negligible

Background: Current regulations at 43 CFR Part 4 do not specify a particular manner of transmission or delivery for notices of appeal. Recently published amendments to the appeal regulations left the issue up to the individual bureaus, and it is expected that the Washington Office will issue a nationwide policy in the near future. Until that occurs, recent experience has demonstrated a need for uniform statewide guidance in this area.

Manual/Handbook Sections Affected: In general, processing of appeals is governed by 43 CFR Part 4. Although several manual and handbook sections have provisions relating to appeals, there is no "Appeals" manual or handbook.

Coordination: AK 930, AK 960 and SOL.

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Signed by:
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